

November 17, 2014

10:00-3:00 p.m.

Conference call (888) 670-3525

Conference code 2922384719



Orange County Health Department

6101 Lake Ellenor Drive

Orlando, Florida 32809

**Alzheimer's Disease Research Grant Advisory Board
Meeting Minutes**

Alzheimer's Disease Research Grant Advisory Board:

- Ken Brummel-Smith, Ph.D., Florida State University
- Jacqueline Wiltshire, Ph.D., University of South Florida
- Leilani Doty, Ph.D., University of Florida
- Amanda Smith, MD, University of South Florida
- Frederick Schaerf, MD, Ph.D., Neuropsychiatric Research Center of Southwest Florida
- Mariana Dangiolo, MD, University of Central Florida
- Todd Golde, MD, Ph.D., University of Florida
- Leonard Petrucelli, Ph.D., Mayo Clinic, Jacksonville (by phone)
- Ranjan Duara, MD, Mount Sinai Medical Center (by phone)
- Neill Graff-Radford, MD, Mayo Clinic, Jacksonville
- Clinton Wright, MD, University of Miami (absent)

DOH Staff:

- John H. Armstrong, MD, FACS, Surgeon General and Secretary of Health
- Deanna Barath, Health Programs Administrator, Office of the Deputy Secretary
- Sarah Hofmeister, Research Program Analyst, Public Health Research Unit

Members of the Public:

- Speaker Pro Tempore Matt Hudson, Florida House of Representatives

A quorum was present.

The meeting was called to order at 10:00 a.m.

I. Introductions of Board Members

John H. Armstrong, MD, FACS, the Florida Surgeon General and Secretary of Health welcomed the Alzheimer's Disease Research Grant Advisory Board Members to the meeting. Dr. Armstrong thanked the members for their willingness to serve in the advisory role and asked each member to introduce themselves and to describe their goals for the Alzheimer's Disease Research Program in year two.

Members expressed goals to: attract more clinical trials, bring statewide resources together, recruit researchers to the state, enhance brain imaging, work with memory disorder clinics, create statewide database, and drug discovery.

II. Legislative Perspective

Florida Speaker Pro Tempore Matt Hudson thanked the board members for their participation on the board and provided a legislative perspective on the Ed and Ethel Moore Alzheimer's Disease Research Program. Speaker Pro Tempore discussed items identified from the

Purple Ribbon Task Force Report (2013) as a guide to incorporate in Statute. Some of the items identified were to create better standards for the memory disorder clinics, special needs shelters and Alzheimer's disease research. Speaker Pro Tempore further explained his personal commitment to this program because his grandparents, Ed and Ethel Moore, died from this terrible disease. He is grateful to the board for their sense of urgency and commitment.

III. Research Agenda Charge

Dr. Armstrong charged the board to create a research agenda with specific milestones and measurable objectives with a determined timeline that will:

- Focus on creating research systems that encourage collaboration.
- Make Florida the premier state for Alzheimer's disease by prevention, treatment, and ultimately curing this disease.
- Incorporate the research agenda into all funding opportunities to demonstrate the return on investment to the Legislature.

The board was provided the Department of Health Biomedical Research Advisory Council's Strategic Goals and Tactics as a template. Members discussed documents and data that would be helpful in creating the research agenda. Board members will send items to discuss to program staff to distribute to the members. Program staff will request availability from the board on the next meeting dates to discuss the research agenda.

IV. Statutory Responsibilities of the Board and Sunshine Law

The Public Records and Government in the Sunshine TRAIN presentation was shown to members. The Department's Office of General Counsel reviewed statutory responsibilities of the board.

V. Funding Process

Program staff presented the board with a PowerPoint presentation on the funding process based on the Biomedical Research Program. Program staff explained the peer review process for the Biomedical Research Program. The Biomedical Research Program's peer review is completed from external scientific merit reviewers outside of the state, subject expertise, and free from conflicts of interest. The Biomedical Research Advisory Board makes recommendations based on scientific merit scores only; they keep the proposals blinded to prevent any conflict of interest.

The Alzheimer's Disease Research Grant Advisory Board (ADRGAB) Alzheimer's Board members discussed the peer review process that is utilized by the Biomedical Research Program and decided that ADRGAB members will need to review proposals before making recommendations. ADRGAB members agreed to review 4 proposals as the primary reviewer and 4 as a secondary reviewer. ADRG Program staff will provide the ADRGAB board members a spreadsheet with the proposal title, principal investigator, co-investigators, and institutions for ADRGAB members to identify any conflicts of interest. ADRGAB members will not review proposals if they have conflict. Once the members have submitted responses, ADRG Program staff will assign members to proposals. Members will review the scores from the external reviewers and will discuss their reviews of the proposals in a virtual meeting between December 10 -12, 2014 to make recommendations to the State Surgeon General on December 15, 2014.

VI. Election of Chair

The Florida Statute requires the ADRGAB board to elect a chair to serve for a two year term. There were three members who were nominated to serve as the chair. Dr. Ken Brummel-Smith was elected chair by a majority of paper votes.

Dr. Leilani Doty volunteered to serve as the assistant chair of the board. The chair asked if there were any further nominations for the assistant chair. There were none. Dr. Doty made a motion to become the assistant chair. Dr. Fred Schaerf seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 9, Negative: 0, Recusal: 0

VIII. Policy and Procedures

The ADRGAB was provided a policy of procedures template to consider. The ADRGAB would like to incorporate language to include the assistant chair and peer review process. Board members will send ADRGP program staff tracked edits on the template provided and will discuss and finalize at the next in-person meeting.

IX. Public Comment

None.

The meeting was adjourned at 2:30 p.m.